# Language Program Planning Workbook

**Part A**

**Name:** \*

**Language(s) to be learned:** \*

**Country****:** \*

**Proposed arrival date in country:** \*

**Expected length of service:** \*

**What language program option(s) do you expect to utilize? Check (X) your primary option(s), whether they are required, and how much time you expect to utilize each one.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Options** | **Primary choice** | **Required by organization** | **How long** |
| Language School       |  |  |  |
| Tutor |  |  |  |
| Language Helper |  |  |  |
| Independent Study |  |  |  |
| Other (Explain) |  |  |  |

## **My learning style**

### **What combination of the Four Approaches am I? *Who am I as a language learner? (Section 4, pages 2-6)***

**Primary:** \*

**Secondary:** \*

### ***List the aspects of the Four Approaches that are particular to you.*** \*

### **What are my strengths?** \*

### **What are my weaknesses?** \*

### **What is my preferred learning environment?** \*

### **In what situations would I not be so happy as a language learner?** \*

### **My reflections on who I am as a language learner, past, present and future, *especially future*.** \*

## **Tips for me from the 4 assessment inventories**

***(Section 4, pages 8-12: Fill in tips that ‘fit you’ that can guide your program planning.)*** \*

## **Realistic factors**

### **What realistic factors do I need to take into account?**

***Family, mission requirements/expectations, finances, etc.*** \*

### **What is my strategy for addressing the disconnect between my *ideal* environment and my *realistic* environment? *(Attitudes)*** \*

## **My goals**

### **What are some situations in which I imagine I will need to use my new language?**

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| --- |
| **Situations** |
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### **Now think about the level of competence you will need in order to operate effectively and happily in each of those situations. Fill in the Level on the FSI scale for your overall goals for each of these. *See checklists in notes.***

**Listening** \_\_ **L1** \_\_ **L2** \_\_ **L3** \_\_ **L4**

**Speaking** \_\_ **S1** \_\_ **S2** \_\_ **S3** \_\_ **S4**

**Reading** \_\_ **R1** \_\_ **R2** \_\_ **R3** \_\_ **R4**

**Writing** \_\_ **W1** \_\_ **W2** \_\_ **W3** \_\_ **W4**

### **What are my personal reflections on my goals?** \*

### **What are my agency’s expectations for my level of competence?** \*

**Part B**

## **The “12 components”**

1. ***How will I include the 12 components (Section 10, pages 2-7) of a complete language learning program***? ***Be as honest as you can about both your weaknesses and your strengths, to the extent that you know them. Think about your reactions to learning situations in general, as well as your past or present experience with learning another language.***

### **4 (+1) soft aptitudes**

#### **Attitude**

***What are my strengths/weaknesses in this area? How will I address them? What resources do I have to help me?*** \*

#### **Accountability**

***To whom am I responsible for language learning (e.g. supervisor or language coach)? If there is not someone assigned, what do I plan to do to find someone? For what am I willing to be accountable?*** \*

#### **Energy**

***What refreshes me? What do I plan to do to keep my energy up in a culturally appropriate way? What are my challenges likely to be?*** \*

#### **Pacing**

***How do I plan to pace myself? What are my challenges likely to be?*** \*

#### **Resilience (new addition)**

#### **How will I continue to develop the capacity to persevere through challenges?** \*

### **8 hard aptitudes**

***How do I plan to gain competence in each of these aptitudes? Where do my weaknesses lie, and how do I plan to overcome these weaknesses? (For help, follow the links in the “Twelve Components” & the “Stages Reference Document” in PLACE online.)***

#### **Sounds & scripts**

\*

#### **Vocabulary**

\*

#### **Grammar**

\*

#### **Discourse**

\*

#### **Functions**

\*

#### **Appropriate varieties**

\*

#### **Interaction skills**

\*

#### **Cultural framework**

\*

**Part C**

## **What will I do… ?**

***(see handout from class discussion)***

### **Before I leave for the field**

\*

### **While I get settled**

 ***(from the day I arrive through the next 4 weeks or so)***

\*

### **How do I plan to advance from my current proficiency through the next level?**

\*

## **7. What lessons have I learned from the Language Helper sessions at CIT?**

### **a. About the structure of a lesson**

\*

### **About activities & techniques**

\*

### **About language helpers**

\*

### **About myself**

\*

###  **Other?**

\*